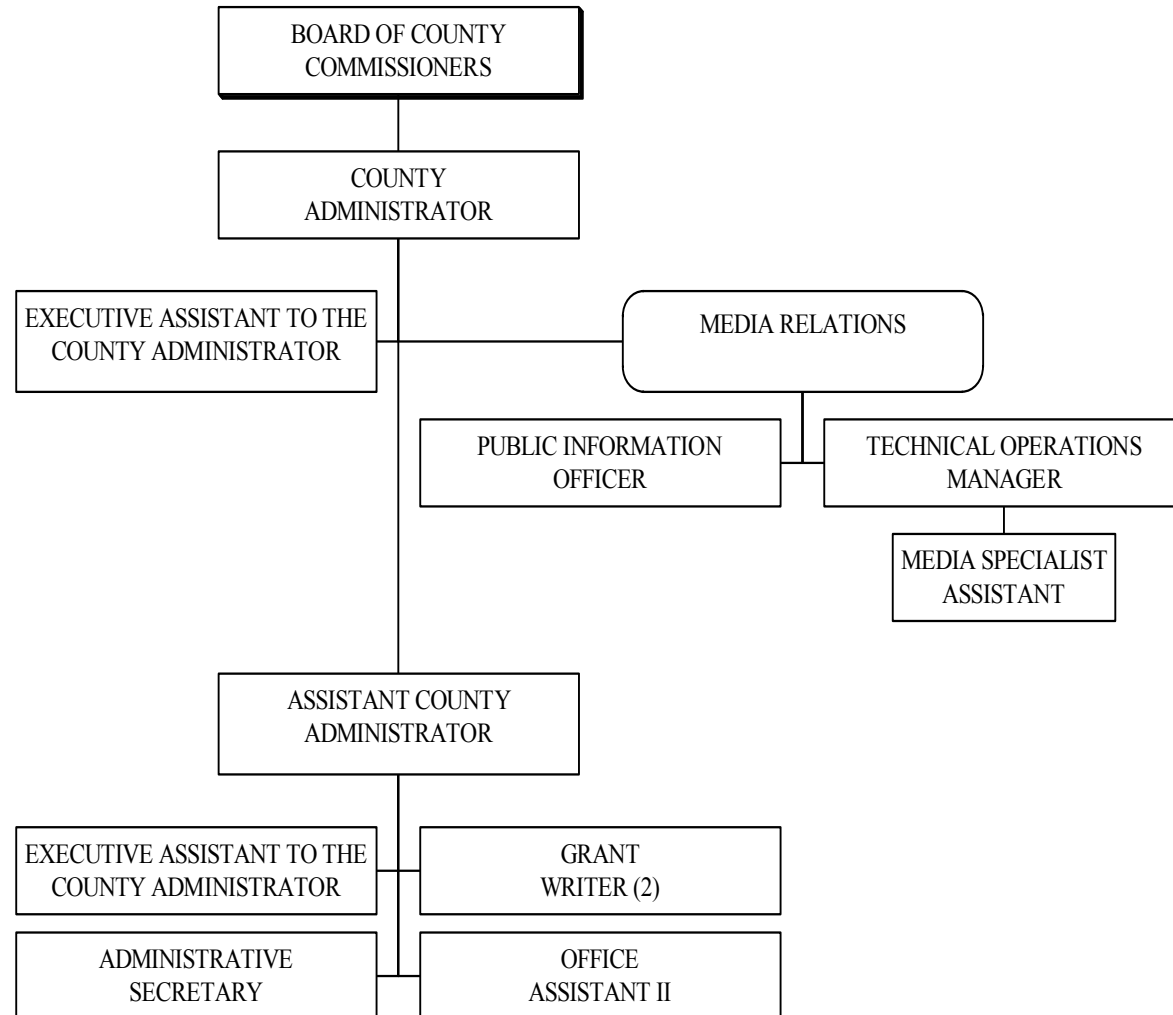


**COUNTY ADMINISTRATION  
FISCAL YEAR 2003-2004**



**DEPARTMENT: ADMINISTRATIVE SERVICES****DIVISION: COUNTY ADMINISTRATION**

	<b>2000-2001</b>	<b>2001-2002</b>	<b>2002-2003</b>	<b>2003-2004</b>	<b>%</b>
	<b><u>ACTUAL</u></b>	<b><u>ACTUAL</u></b>	<b><u>BUDGET</u></b>	<b><u>BUDGET</u></b>	<b><u>CHANGE</u></b>
<b>REVENUES:</b>					
General Fund	583,584	744,601	942,490	802,101	-14.9%
Enterprise/Internal Service Fund	0	0	0	0	N/A
Other Funds	0	0	0	0	N/A
Departmental Revenues	0	0	0	0	N/A
Grants and Other Revenues	175	12,000	60	12,100	20066.7%
<b>TOTAL:</b>	<b>583,759</b>	<b>756,601</b>	<b>942,550</b>	<b>814,201</b>	<b>-13.6%</b>
<b>APPROPRIATIONS:</b>					
Personnel	440,457	594,335	640,116	619,433	-3.2%
Operating Expenses	131,497	154,023	212,259	193,370	-8.9%
<b>SUB-TOTAL:</b>	<b>571,954</b>	<b>748,358</b>	<b>852,375</b>	<b>812,803</b>	<b>-4.6%</b>
Capital Outlay	11,805	8,243	90,175	1,398	N/A
Non-Operating Expenses	0	0	0	0	N/A
<b>TOTAL:</b>	<b>583,759</b>	<b>756,601</b>	<b>942,550</b>	<b>814,201</b>	<b>-13.6%</b>
<b>FTE POSITIONS:</b>	<b>7</b>	<b>10</b>	<b>10</b>	<b>8</b>	

**MISSION:**

The mission of the County Administrator's Office is to provide professional management and leadership for the operation of County government that is responsive to the needs of the community and its citizens as expressed by their elected officials, with due consideration to efficiency and effectiveness in pursuing a high and continually improving standard for quality of life for St. Lucie County residents and visitors.

**FUNCTION:**

The County Administrator serves as the Chief Administrative Officer of the County. As such, he has the responsibility to: Carry out the directives and policies of the Board of County Commissioners and enforce all orders, resolutions, ordinances, and regulations of the Board to assure that they are faithfully executed; Report to the Board on action taken pursuant to any directive or policy within the time set by the Board; Recommend to the Board a current position classification and pay plan for all positions in county service; Organize the work of county departments, subject to an administrative code developed by the Administrator and adopted by the Board; and Review the department, administration, and operation of the county agencies under the jurisdiction of the Board pursuant to procedures adopted by the Board; Negotiate leases, contracts, and other agreements, including consultation services, for the county; Attend all meetings of the Board with authority to participate in the discussion of any matter; Perform such other duties as may be required of him by the Board of County Commissioners.

**GOALS & OBJECTIVES:**

- |   |  |
|---|--|
| 1 To continue the County's "Investment for the Future" Program.                                       | 5 Manage the County staff properly and in a manner that produces quality work and results.       |
| 2 To provide the County Commission with professional recommendations based on properly analyzed data. | 6 To continue to improve the quality of life for all residents and visitors to St. Lucie County. |
| 3 To answer all requests for information and complaints in a professional manner.                     | 7 To communicate to the public, information about the County government.                         |
| 4 To provide the Citizens of St. Lucie County with a high quality product.                            | 8 To continue to bring quality economic development to the County.                               |

DEPARTMENT: ADMINISTRATIVE SERVICES

DIVISION: COUNTY ADMINISTRATION

KEY INDICATORS:

	DESIRED <u>TREND</u>	2001-2002 <u>ACTUAL</u>	2002-2003 <u>BUDGET</u>	2003-2004 <u>PLANNED</u>
Total Dollar amount of grant applications prepared		8,832,801	10,000,000	10,000,000
Dollar amount of grant funds awarded		3,587,500	4,300,000	5,000,000

COMMENTS: